

PUBLIC WORKS/SAFETY COMMITTEE

MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, February 24, 2015, in Conference Room No. 1 at the City Office Building.

Present:	Ron Christianson Chair
	Audrey Nelsen Vice Chair
	Steve Ahmann Member
	Andrew Plowman Member

Others present: Council Member Jim Dokken; Director of Public Works Sean Christensen; Chief of Police Jim Felt; Fire Chief Gary Hendrickson; Public Works Superintendent Scott Ledeboer; Arena Manager Troy Ciernia; David Little, "West Central Tribune".

Item No. 1 Call to Order

The meeting was called to order by Chair Christianson at 4:45 p.m.

Item No. 2 Public Comments

There were no public comments.

Item No. 3 Police and Fire Update (Information)

Police Chief Jim Felt noted the jail census for February 24, 2015 was 141; 59 inmates from the Department of Corrections, 1 inmate from Stearns County, 1 inmate from Big Stone County, and 1 inmate from Swift County. The calls for service for the previous two weeks totaled 647. The majority of the calls were for traffic stops, followed by public assists and crash reports. The new canine Axel is completing his final week of narcotics training and next month will start a ten week patrol and tracking training program.

Fire Chief Gary Hendrickson noted there have been 53 calls for service this year so far. The calls have been primarily for false alarms, followed by hazardous conditions and several fires so far this year. A report on the 2014/2015 Willmar Fire Department statistics was given. The 2014 statistics detailed calls for service were mainly from false alarms, followed by fires and hazardous conditions. Fridays held the largest amount of fire calls of the week and there were average of 17 firefighters on a call.

Item No. 4 Lease Agreement with Midwest Wireless Communications, LLC (Resolution)

Fire Chief Gary Hendrickson presented a recommendation to approve the lease agreement with Midwest Wireless Communications, L.L.C. d/b/a Verizon Wireless for the installation and maintenance of a communication antenna facility and related incidental equipment. The duration of the lease is noted at five years with an annual rent of \$15,000.00. They would like to replace the existing emergency communications tower at the Fire Department with a monopole cell tower to improve Verizon cellular customer's coverage. The tower will also hold the Police, Fire, and other emergency services space at no charge to the City, as well as any future communication equipment needed for that service at no charge also. An additional \$3,000 in legal fees will be provided by Verizon, and for each additional carrier utilizing the tower, it will generate another \$5,000 a year.

A motion was made by Council Member Nelsen, seconded by Council Member Ahmann to approve the lease agreement with Midwest Wireless Communications, LLC d/b/a Verizon Wireless for the installation and maintenance of a communication antenna facility in the annual amount of \$15,000.00 for five years. The motion carried.

Item No. 5 Request to Purchase/Replace Rubber Flooring in the Civic Center (Resolution)

Staff presented a recommendation to approve the purchase and replacement of the rubber flooring in the Cardinal Arena and Blue Line Arena from All-American Arena Products. Quotes were solicited from All-American Arena Products in the amount of \$54,540.00 and Arena Warehouse in the amount of \$85,800.00. The quote from All-American Arena Products includes a credit for exchange of unused corrugated steel and screws at the Civic Center in the amount of \$20,850.00. Arena Manager Troy Ciernia noted it will not only bring the cost down of replacing the flooring, but also free up space in the Civic Center where the steel is being stored. The Capital Outlay Program includes \$25,000 from unused funds for replacing cedar shakes and \$30,000 to \$35,000 in estimated profits from the sale of the Zamboni. The new flooring will have a twenty year life and be installed using glue, allowing for better maintenance.

A motion was made by Council Member Nelsen, seconded by Council Member Plowman to approve the purchase and replacement of the rubber flooring replacement in the Civic Center from All-American Arena Products. The motion carried.

Item No. 6 Sign Retroreflectivity Policy Changes (Resolution)

Staff brought forth, for review and acceptance, the proposed changes to the Sign Retroreflectivity policy. The goal of the policy is to improve public safety on the City's streets by meeting the minimum sign retroreflectivity requirements in the Manual on Uniform Traffic Control Devices (MUTCD) and was adopted by Council on June 16, 2014. The proposed changes include removal of a portion of the Sign Inventory section detailing the type, location, and maintenance of the signs and adding in a Blanket Replacement giving the City an interval of twelve years to replace existing signs. The City will be divided into twelve sections and each year one section will have all signs replaced. The cost impact of this policy will vary by the sizes, location, and number of signs and the Public Works Department will replace signs throughout the year in the designated section as time allows.

Following discussion a motion was made by Council Member Ahmann, seconded by Council Member Nelsen to adopt the changes to the Sign Retroreflectivity policy. The motion carried.

Item No. 7 Request to Purchase/Replace Four Kubota Mowers (Resolution)

Staff brought forth, for approval, the request to purchase/replace four existing Kubota Mowers in accordance with the 2015 Capital Outlay Program and Vehicle/Equipment Replacement Policy. The new Kubota mowers are to be purchased from Haug Kubota Implement through the National Joint Powers Alliance in the amount of \$72,695.00. Two units are Model F3900 mowers with cabs for \$51,113.00, one unit is a ZD331LP-72 mower for \$10,480.00, and one unit is a B3350HSD mower/compact tractor for \$11,082.00. Haug Kubota has given a very positive trade value allowance and is reflected in the prices. The current mowers are used frequently throughout the summer and winter months and are showing signs of mechanical issues and metal fatigue. Public Works Superintendent Scott Ledebor noted the CIP included an estimated \$127,628 for the replacement of the unit. The trade in values came in higher than anticipated.

A motion was made by Council Member Nelsen, seconded by Council Member Plowman to approve the purchase and replacement of the Kubota mowers from Haug Kubota Implement in the amount of \$72,695.00. The motion carried.

Item No. 8 Welcome to Willmar Sign Update (Resolution)

Staff presented information regarding the replacement of the Welcome to Willmar sign on Highway 71. The original sign was demolished in an accident in May of 2014. Quotes were solicited for the replacement of the sign, with one quote received from Quick Signs of Willmar. The quote details replacing the sign on the existing pad as it was originally constructed. An option of installing a full digital sign was discussed, as well as the option of updating the sign with a new logo. Staff recommended constructing a sign matching the signs at the other highway entrances into the City for the following reasons. A new digital sign was quoted at nearly

three times the cost of the original, and it is not known if there will be the required amount of power available to the site and the programming of the sign requires an employee physically at the sign location. There was nothing budgeted for a full digital sign and insurance will only cover the cost of the original. The Committee noted it would be too small to convert to digital on the existing pad.

A motion was made by Council Member Ahmann, seconded by Council Member Nelsen to approve the replacement of the Welcome to Willmar sign on Highway 71 to its original design. The motion carried.

Item No. 9 Old Business

The Committee discussed the continued efforts for stormwater control. The Civic Center Drive pond is scheduled for improvements this year and will be cleaned out to make more functional. The possibility of a sub-committee for new developments to focus on zero net increases in stormwater runoff was debated. Staff noted zero net increases and other design options is already being considered and reviewed on all new developments in the City limits. Staff noted there is no discrimination between residential and commercial developments for stormwater prevention. Stormwater prevention policies in other states were discussed. The summary memo previously submitted by the interim City Engineer of the Barr report was requested for review.

Item No. 10 New Business

There were no items for new business.

There being no further business to come before the Committee, the meeting was adjourned at 5:50 p.m. by Chair Christianson.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Sean E. Christensen', written in a cursive style.

Sean E. Christensen, P.E.
Public Works Director